

2017 NOV -8 AM 10:49

EMPLOYEE PRE-TRAVEL AUTHORIZATION

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Pre-Travel Filing Instructions: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will not be considered or approved. This form must be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Theodore J Wold

Name of Traveler: _____

Senator Mike Lee

Employing Office/Committee: _____

Private Sponsor(s) (list all): Hillsdale College

Travel date(s): September 21-24, 2017

Note: If you plan to extend the trip for any reason you must notify the Committee.

Destination(s): Hillsdale College

Explain how this trip is specifically connected to the traveler's official or representational duties:

I handle constitutional issues for Senator Lee. I've handled projects involving the First, Second, Fourth, Sixth, and 14th Amendments. I'm also working on two bills that deal directly with constitutional structure and separation of powers issues. Attending this seminar will directly impact my work, help me to expand my theoretical understanding, and challenge my practical notions about constitutional theory. Our office is routinely asked to enhance our knowledge-base through educational experiences like this one. While this is only one perspective, it is nonetheless important for me to have this view -- and others -- in the work that I do for Senator Lee. I consider attendance at the seminar a rigorous form of professional development and I have been encouraged by our office's senior leadership to pursue this unique opportunity as a way to develop nuance and theoretical precision in my portfolio of issues.

Name of accompanying family member (if any): _____

Relationship to Employee: ☐ Spouse ☐ Child

I certify that the information contained in this form is true, complete and correct to the best of my knowledge:

8/31/2017
(Date)

Theodore J. Wold
(Signature of Employee)

TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arms, Secretary for the Majority, Secretary for the Minority, and Chaplain):

Senator Mike Lee

Theodore J. Wold

I, _____ hereby authorize _____
(Print Senator's/Officer's Name) (Print Traveler's Name)

an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or her duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain.

I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) ☐

8/31/2017
(Date)

Theodore J. Wold
(Signature of Supervising Senator/Officer)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee **MUST** also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

1. Sponsor(s) of the trip (please list all sponsors): Hillsdale College
2. Description of the trip: The retreat brings together professionals in the DC area for a unique opportunity to examine the principles of the American Founding and their application to const. policy.
3. Dates of travel: September 21 - 24, 2017
4. Place of travel: Hillsdale College; Hillsdale, Michigan
5. Name and title of Senate invitees: Document Attached
6. I *certify* that the trip fits one of the following categories:
 - ☒ (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and do not retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.
 - OR -
 - ☐ (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (*see question 9*).
7. ☒ I *certify* that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal.
 - AND -
 - ☒ I *certify* that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
8. I *certify* that:
 - ☒ The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for *de minimis* lobbyist involvement.
 - AND -
 - ☒ The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (*see question 9*).

9. USE ONLY IF YOU CHECKED QUESTION 6(B)

I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a foreign principal, one of the following scenarios applies:

- ☐ (A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment* of the trip.

- OR -

- ☐ (B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *on any segment of the trip (see questions 6 and 10).*

- OR -

- ☐ (C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee *at any point* throughout the trip.

10. USE ONLY IF YOU CHECKED QUESTION 9(B)

If the trip includes two overnight stays, please explain why the second night is practically required for Senate Invitees to participate in the travel:

11. ☒ An itinerary for the trip is attached to this form. I *certify* that the attached itinerary is a detailed (hour-by-hour), complete, and final itinerary for the trip.

- 12. Briefly describe the role of each sponsor in organizing and conducting the trip:**

Hillsdale College's staff and faculty alone have organized and will conduct the programming of the trip.

- 13. Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:**

As an extension of the teaching mission of the college, this retreat seeks to bring together a group of professionals for an opportunity to examine the principles of the American Founding and their application to constitutional policy.

- 14. Briefly describe each sponsor's prior history of sponsoring congressional trips:**

This is the fifth sponsored constitutional retreat.

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- 15. Briefly describe the educational activities performed by each sponsor (other than sponsoring congressional trips):**

Hillsdale College is an accredited insitution of higher learning in Hillsdale, MI.

Hillsdale hosts public lectures, publishes scholarly works, and hosts a variety of academic seminars and retreats.

- 16. Total Expenses for Each Participant:**

	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses
<input checked="" type="checkbox"/> Good Faith estimate <input type="checkbox"/> Actual Amounts	\$600.00	\$273.00	\$150.00	N/A

- 17. State whether a) the trip involves an event that is arranged or organized *without regard* to congressional participation or b) the trip involves an event that is arranged or organized *specifically with regard* to congressional participation:**

The trip involves an event that is arranged or organized without regard to congressional participation. The costs outlined in this paperwork are provided to all participants of the retreat no just congressional staff.

- 18. Reason for selecting the location of the event or trip**

The main campus is selected as the location due to it being owned and operated by the college.

- 19. Name and location of hotel or other lodging facility:**

Dow Center - Hillsdale College - 33 East College Street, Hillsdale, MI 49242

- 20. Reason(s) for selecting hotel or other lodging facility:**

Hillsdale College owns the facility.

21. Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:

The lodging is at government per diem. The meals are slightly below government per diem.

Estimated Costs: Lodging - \$91.00 per night

Meals: Breakfast (\$10.00), Lunch (\$13.00), Dinner (\$28.00)

22. Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:

Hillsdale College will provide car/van shuttle service and coach class airline transportation.

23. ☒ I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).

24. List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:

N/A

25. I hereby certify that the information contained herein is true, complete and correct. (You must include the completed signature block below for each travel sponsor.):

Signature of Travel Sponsor:

Name and Title: Ashlea Frazier, Director of Programs

Name of Organization: Hillsdale College

Address: 33 East College Street, Hillsdale, MI 49242

Telephone Number: 202-600-7325

Fax Number: 517-437-3923

E-mail Address: afrazier@hillsdale.edu

Senate Retreat Invitation List

Last Name	First Name	Office	Position	System for Attendance
Armstrong	Chris	Senate Finance Committee	Deputy Chief Oversight Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Arnault	Adrian	Senate Committee, Science and Transportation Committee	Deputy Staff Director	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Bale	Wendy	Senate Republican Steering Committee	Aide	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Beverly	Mark	Sen. Lisa M. Lowery	Deputy Chief of Staff	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Black	David	Senate Caucus on International Narcotics Control	Professional Staff Member	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Bolton	Brian	Sen. Tom Cotton	Aide	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Brady	Daniel	Sen. Pat Toomey	Chief of Staff	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Cannata	Alexandra	Senate Republican Policy Committee	Health Policy Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Chandler	Steve	Sen. Ted Cruz	Legislative Director	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Conlin	Chris	Sen. Chuck Grassley	Tax Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Cowan	Quentin	Senate Republican Majority Leader	Tax and Economic Advisor	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Farr	Michael	Sen. Cory Gardner	Chief of Staff	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Forster	Kevin	Senate Judiciary Committee	Chief Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Griffin	Chris	Sen. Bill Cassidy	Legislative Director	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Groves	Scott	Sen. Mike Lee	Communications Advisor	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Harrow	Stephanie	Sen. James Lankford	Majority Legislative Assistant	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Marble	Dave	Sen. John Cornyn	Majority Legislative Assistant/Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Hixon	Christopher	Senate Homeland Security and Governmental Affairs Committee	Staff Director	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Luther	Rob	Senate Judiciary Committee, Border Security and Immigration Subcommittee	Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
McNair	Chris	Senate Homeland Security and Governmental Affairs Committee, Federal Spending Oversight and Emergency Management Subcommittee	Deputy Director for Oversight	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Olson	Eric	Sen. John Hoeven	Director of Constituent Services	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Moore	Robert	Sen. Mike Lee	Legislative Assistant	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Moore	Chandler	Sen. Jeff Flake	Chief of Staff	The individual's professional competencies and work focus corresponds to the educational purposes of this program
McIntosh	Sam	Sen. Rob Portman	Legislative Assistant	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Myers	Nick	Sen. Mark Warner	Staff Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Mundy	Amelia	Senate Homeland Security and Governmental Affairs Committee, Permanent Subcommittee on Investigations	Deputy Chief Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Newman	Paul	Sen. Ted Cruz	Chief Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Reich	John	Sen. Mike Lee	Policy Advisor	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Tico	James	Sen. Chuck Grassley	Legislative Assistant	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Sera	Julie	Sen. Mike Lee	Speechwriter	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Simon	Andrew	Sen. Ben Ray	Legislative Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program
Stegh	Martha	Sen. Dan Saffo	Chief Counsel	The individual's professional competencies and work focus corresponds to the educational purposes of this program

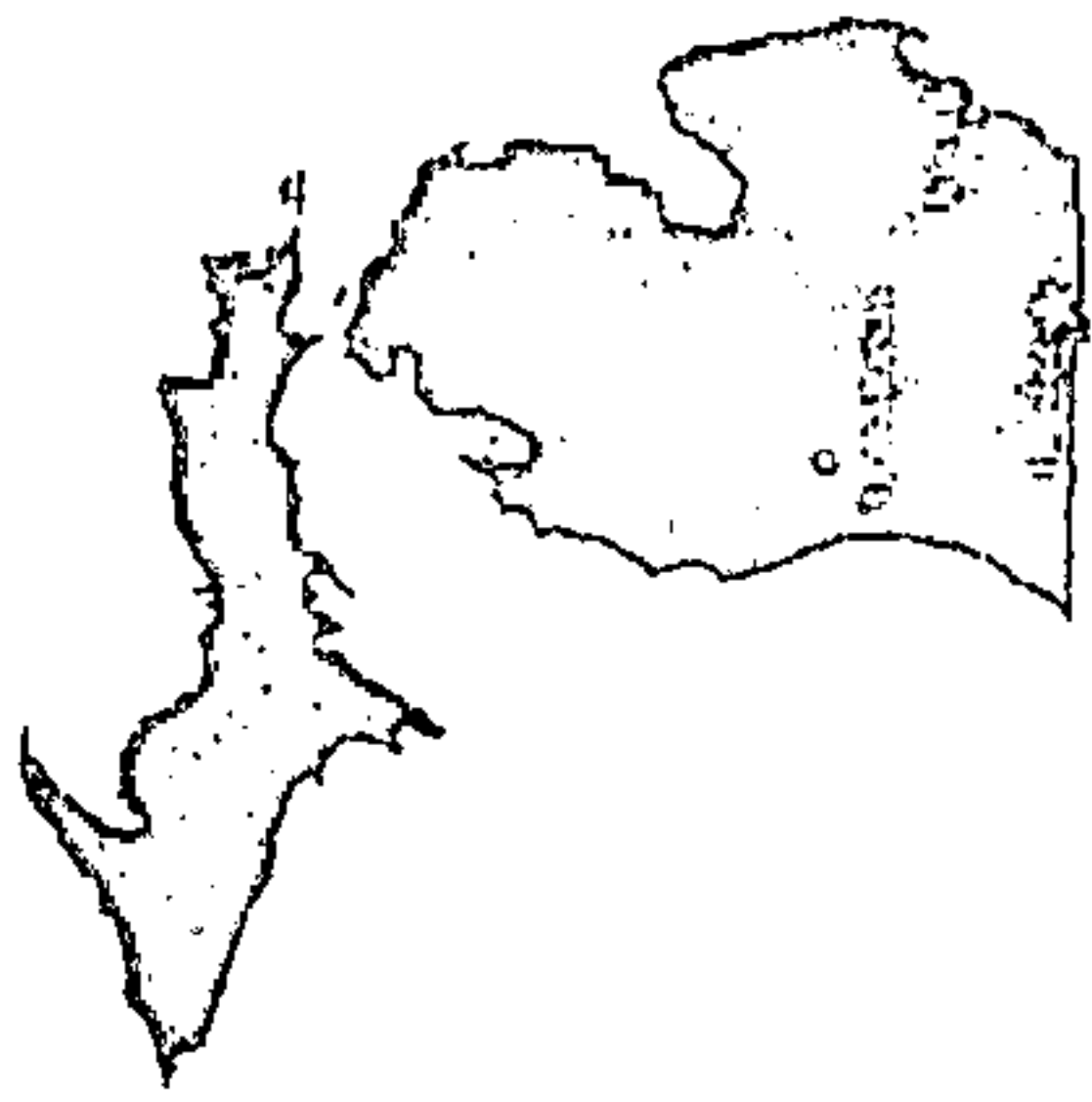
Senate Retreat Invitation List

Stewart	Johnson	Senate Republican Whip	Policy Advisor	The individual's professional competencies and work focus correspond to the educational purposes of this program
Smithson	Austin	Sen. Ted Cruz	Legislative Counsel	The individual's professional competencies and work focus correspond to the educational purposes of this program
Stallford	Steven	Sen. Rob Portman	Speechwriter	The individual's professional competencies and work focus correspond to the educational purposes of this program
Tucker	Richard	Senate Homeland Security and Governmental Affairs Committee, Permanent Subcommittee on Investigations	Counsel	The individual's professional competencies and work focus correspond to the educational purposes of this program
Watts	Bradley	Senate Judiciary Committee	Counsel	The individual's professional competencies and work focus correspond to the educational purposes of this program
Whitlock	Matthew	Sen. Orrin Hatch	Communications Director	The individual's professional competencies and work focus correspond to the educational purposes of this program
Wilde	Thero	Senate Judiciary Committee	Professional Staff	The individual's professional competencies and work focus correspond to the educational purposes of this program
Wynn	Dea	Senate Finance Committee	Tax and Nomination Professional Staff Member	The individual's professional competencies and work focus correspond to the educational purposes of this program
Ziegler	Charles	Sen. John Cornyn	Legislative Assistant	The individual's professional competencies and work focus correspond to the educational purposes of this program

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ABOUT THE RETREAT

The Constitution Retreat is a fully funded educational program that is free of charge. September 21, to Sunday, September 24, 2017. Travel expense will be paid for participants. Lodging and meals will also be provided. Participants will learn to full days of sessions and ample free time set aside for participants to engage in informal discussion and to enjoy Hillsdale's campus and surrounding area.



HILLSDALE COLLEGE
CONSTITUTION
RETREAT

ABOUT HILLSDALE COLLEGE

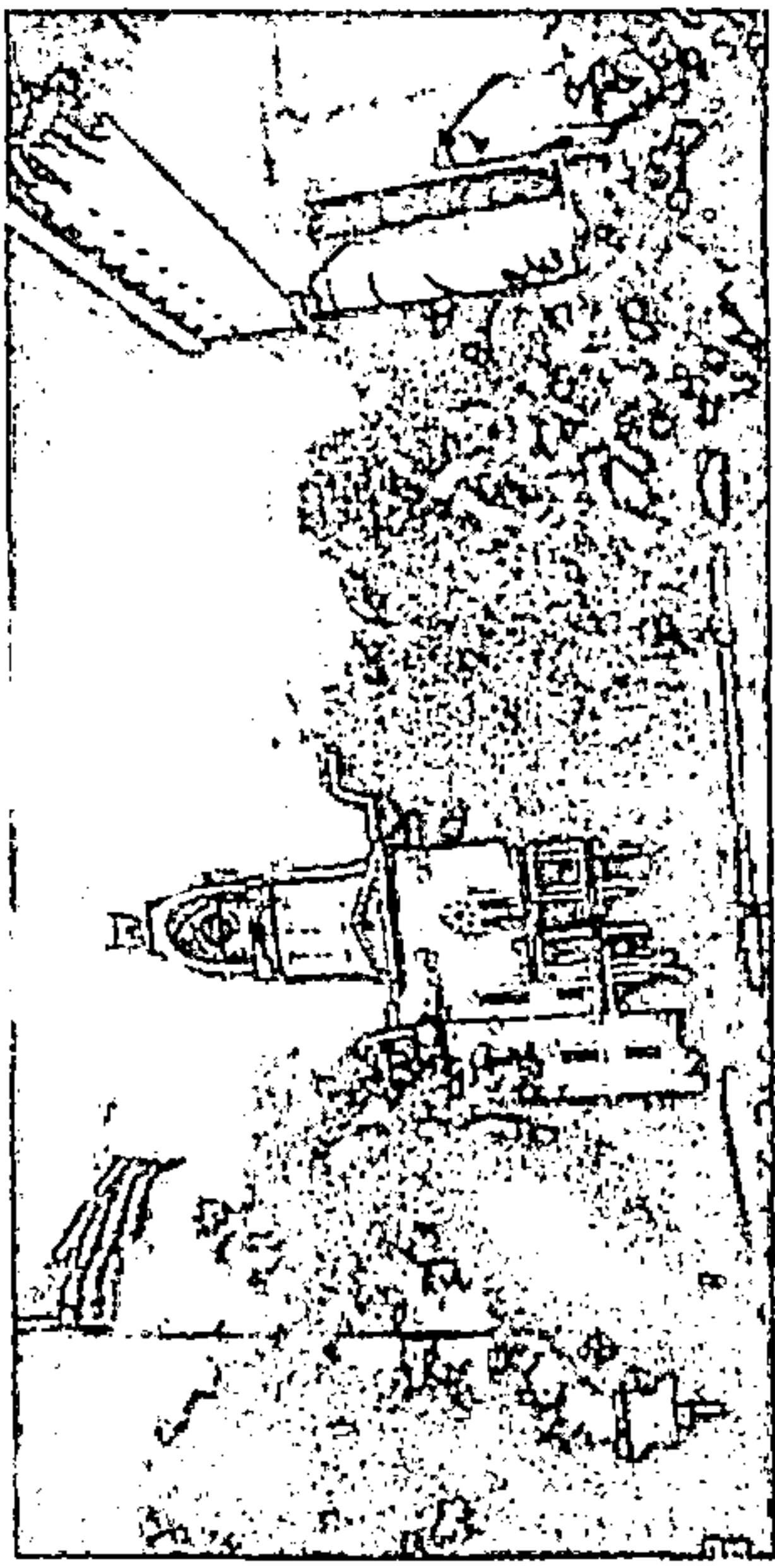
Hillsdale College, founded in 1844, is nationally known for its maintenance of a classical curriculum and for its principled refusal to accept federal or state taxpayer subsidies. It also conducts a large outreach in support of civil and religious liberty, including *Imprimis*, a monthly speech digest with a circulation of over 3.4 million, and the Allan P. Kirby, Jr. Center for Constitutional Studies and Citizenship in Washington, D.C.



HILLSDALE COLLEGE
FOUNDED 1844 • DEEDS OF LIBERTY SINCE 1844
20 East College Street
Hillsdale, Michigan 49124
HILLSDALE.EDU | (517) 437-7344

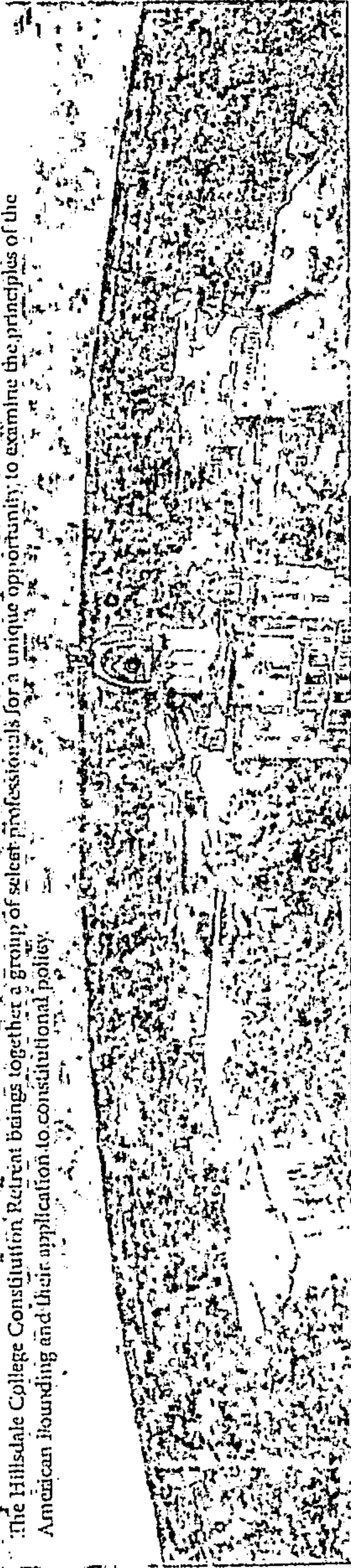
An educational program on the political thought
and policy of America's Founders

SEPTEMBER 21-24, 2017
HILLSDALE COLLEGE | HILLSDALE, MICHIGAN

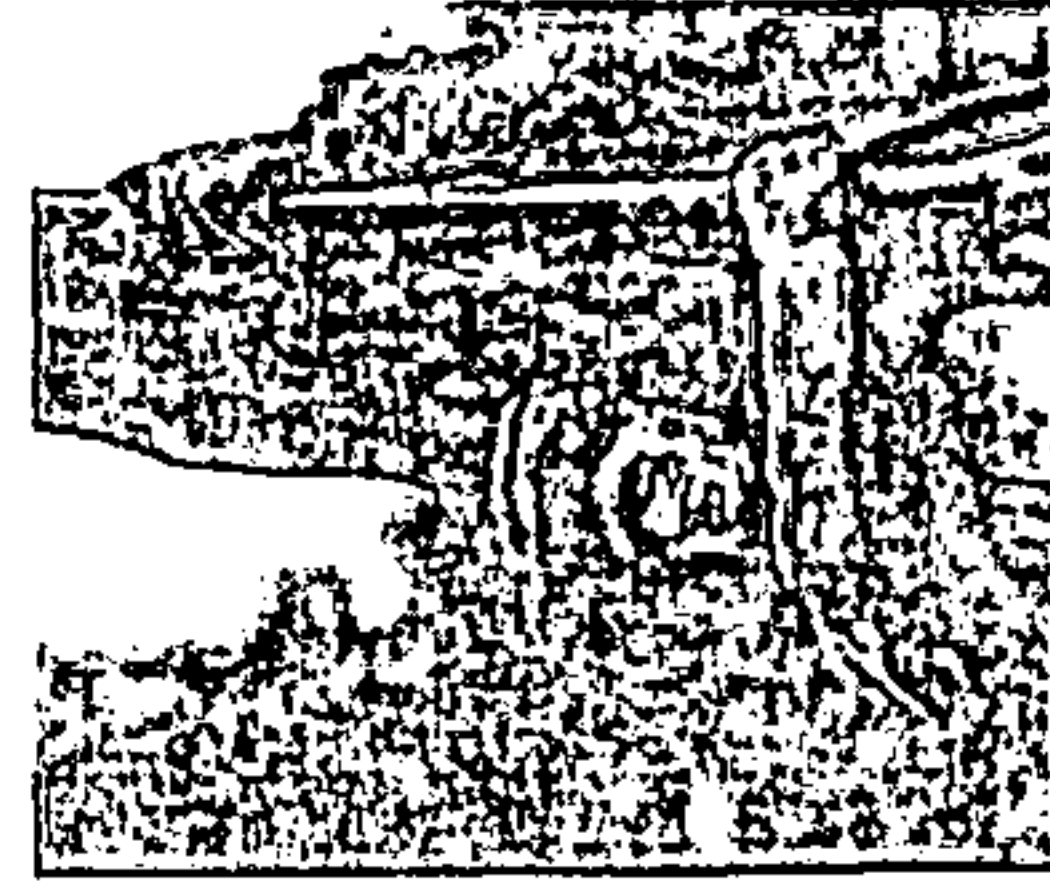


STUDY THE AMERICAN POLITICAL TRADITION

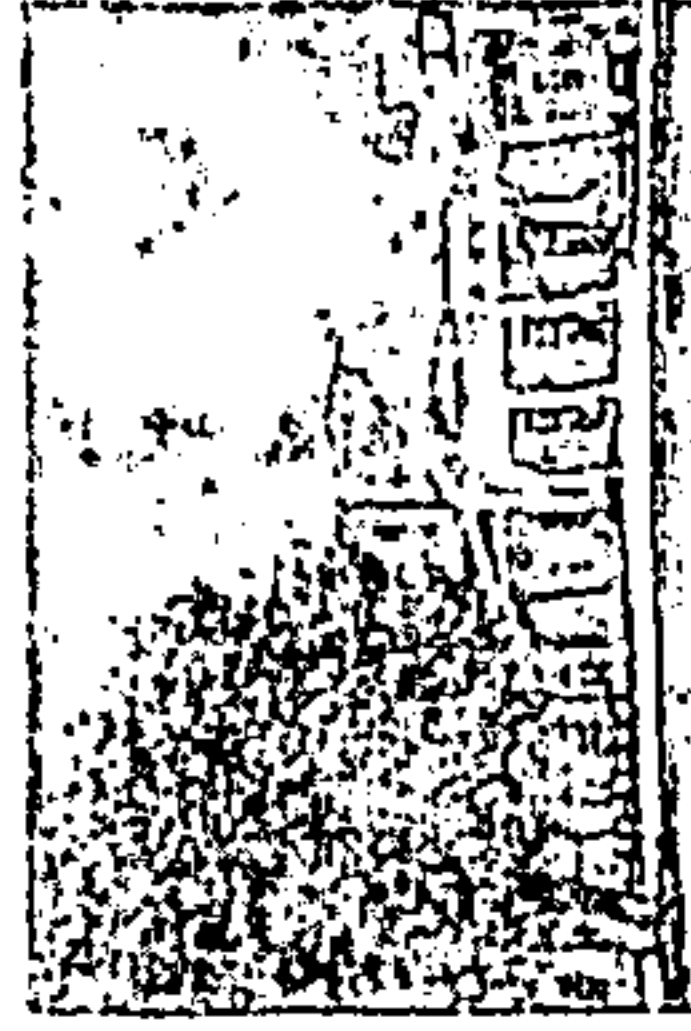
The Hillsdale College Constitution Retreat brings together a group of select professionals for a unique opportunity to examine the principles of the American founding and their application to constitutional policy.



Directed by faculty from Hillsdale College's Kirby Center and the Van Andel Graduate School of Statesmanship, and held on Hillsdale's campus in southern Michigan, this educational program addresses the crux of American government in the context of the political thought and policies of America's Founders. Seminars will focus on the U.S. Constitution, the principles of natural rights, the policies that follow from them, and the role of the states. Issues such as religious liberty, Second Amendment rights, economics, the family, citizenship, and foreign policy will also be discussed.



THE CAMPUS



Located in south-central Michigan, Hillsdale's picturesque campus offers hotel accommodations, a large library, classrooms, and state-of-the-art athletic facilities. Retreat participants will enjoy the full amenities of the campus and access to a variety of activities off campus.

THE FACULTY



Hillsdale faculty Ronald J. Pestritto, Dean of the Van Andel Graduate School of Statesmanship, and Matthew Spalding, Associate Vice President and Dean of the Kirby Center, and additional politics faculty will lead seminars during the retreat.

If you are interested in attending this retreat, please contact Matt Spalding at mspalding@hillsdale.edu.

SELECT COMMITTEE ON ETHICS
HART SENATE OFFICE BUILDING, ROOM 220
SECOND AND CONSTITUTION AVENUE, NE
WASHINGTON, DC 20510-6425

- ☐ Complete Employee Pre-Travel Authorization Form (Form RE-1)
 - ☐ Ensure this form is typed and that all of the fields are completed.
 - ☐ Ensure your supervising Senator or Officer has signed this form.
 - ☐ Personally sign this form.
- ☐ Ensure Pre-Travel Authorization Package is complete. A complete Package includes:
 - ☐ Form RE-1
 - ☐ Private sponsor invitation (the formal invitation, letter or e-mail you received from the private sponsor).
 - ☐ Completed and signed Private Sponsor Travel Certification Form (4 page form that includes detailed information about the trip).
 - ☐ All attachments to the Private Sponsor Travel Certification Form
 - ☐ Complete and final itinerary
 - ☐ List of Senate invitees
 - ☐ Any other necessary attachments
- ☐ Retain a copy of your complete Pre-Travel Authorization Package for inclusion in your required post-travel disclosure.

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- ### Post-Travel Disclosure

File with the Office of Public Records in SH-232

- Please contact the Committee if you have any questions.**

Fax: (202)-224-7416